

QUICK STROKES

Spring, 1976

\$1.25

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Hail! All hail to Minnesota!

Minnesotans know how to live. I was convinced of that by the time dinner was over on the eve of the May 13, 1976, seminars of the Word Processing Association of Minnesota.

The main preoccupation is fish, and this circumstance accounts in part for the burgeoning of word processing and the apparently pretty good prospects for Simplified word processing. Everybody wants to get the work done rapidly and well, so as to knock off on time and go fishing with an easy mind.

At a word processing seminar a talker faces a user-oriented audience and a sophisticated one. In an infant industry, users select new equipment. They know that if one supplier hesitates to meet a specification the next one will not hesitate. The hearers know that the software for rearranging a keyboard is simple and know also that with a read-only storage or a printed circuit board in each unit the hardware conversion is also simple. Moreover, they are aware of the correlation between high scores at racing paces and good accuracy at production paces.

Classic management engineering study by U. S. Navy is at long last in print!

The findings of the U. S. Navy application of Simplified typing, as reported in A Practical Experiment (Navy, 1944) are entirely relevant to the conditions of the seventies.

The fourteen civilian, civil service, keyboard operators switched, or were switched, from a manual qwerty arrangement to the classic Dvorak arrangement which is now designated as DSK. The present generation of retrainees switches from the X4.7 1973 American National Standard arrangement to a new Simplified one which we

call ASK. The two qwerty arrangements differ by a few strokes which are all of low incidence. ASK differs from DSK by strokes on fourteen keys, all of these also of low incidence.

The retrainees, of course, did no qwerty typing after they started their course in Simplified. The schedule was twelve hours of instruction per week. In two weeks, their average speed was 21 words per minute, net, and they went back into production, on the Simplified arrangement. Obviously, if their output had been sufficiently badly needed, they could have returned to production sooner.

Because of absences, the average instruction time was 83 hours. Their performance was improved by an average of 68% in accuracy and 74% in net typing speed. The average time it took to regain their old-arrangement scores was 52 hours.

The reprint is a perfect photographic reproduction of the government document with nothing added or deleted but with the front cover turned outside inside to show the "No Objections to Publication" of the U. S. Navy Security Review Section. It was funded and produced by the SCM Corporation, which has no proprietary interest in Simplified arrangements. Their copyright on the diagram for the ASK arrangement, devised by their consultant on product planning, Joseph Rosenblum, protects only the diagram. Users, other manufacturers, and all keyboard evangelists are at liberty to convert equipment to ASK.

A Practical Experiment is in stock at Speedy Keyboard Enterprises, Inc., 7 Woods, 2015 Fourth St., Sacramento, California 95818, telephone 916-443-3408. Price, \$2.50 postage paid.

Evangelists

Steve Driggs, 364-A 30th Ave., San Francisco, California 94121, telephone 415-387-1849, and

Richard T. Sandberg, 5632 Emerson Ave., Minneapolis, Minnesota 55430, telephone 612-560-8150, will convert your keyboards. Make your own deal on type bar machines. Selectrics, \$231.35 plus shipping.

Oscar Koffer, New York, and Alan C. Cummings,

Huntsville, Alabama, are you still with us?

Equipment

Four SCM models are available: Coronamatics 7000, 2200, and 1200 and the manually powered Classic 12. Button carriage return on the 7000 and 2200. Delivery in about two weeks on those if the arrangement is ASK and the color unspecified. Call or write Speedy Keyboard application specialists:

Belmont Adams, 4 Park Ave., Scarborough, Maine 04074, 207-883-6835.

Daniel Adachi, 42 Francis Ave., Cambridge, Massachusetts 02138, 617-498-4080.

Gerald Baker, 2410 College St., Cedar Falls, Iowa 50613, 319-266-2738.

Philip Davis, % Woods, 2015 Fourth St., Sacramento, California 95818, 916-443-3408.

Roger Davis, Box 304, Summerland, California, 805-969-5375.

Steve Driggs.

Jeff Hall, 2821 E. Eighth St., Tulsa, Oklahoma 74104.

Richard Sandberg.

Barry Traver, 552 Seville St., Philadelphia, Pennsylvania 19128, 215- IV 3-1379.

Gary Wasik, 18 Fairview Terrace, Greenwich, Connecticut 06830.

Instructional materials

Order SK Supplement from application specialists. Contains the indispensable first five lessons for either ASK or DSK. Supplement the Supplement with other practice material. A complete manual and a Short Course are forthcoming.

Instruction

Be prepared to provide your own machine and SK Supplement. In the San Francisco Bay area, try Agnes Henault, 35 Carmel Dr., Apt. 105, Novato 94947, or Metropolitan Adult Education, 1149 E. Julian St., San Jose 95116, attention Georgia

Potosky. In Santa Barbara, write Mrs. Q. Bea Ryan, in care of the school board. In Iowa, call Gerald Baker. In Chicago, call R. E. Morton, 312-973-3428. In Kansas, call Mrs. George Cole, Personal Success, Inc., Wichita. In Colorado, call Long's Peak Junior High School and ask for Mary L. Clark. Or take your own machine and Supplement to any public high school. If you strike a snag, call Speedy Keyboard, 916-443-3408, or call your lawyer.

Another milepost passed!

Thomas S. Booz reports that the Fort Lauderdale Montessori School has ordered typewriters for reading readiness training in the preschool. The arrangement is ASK.

Donald Seaton reports that a copy of the Wood-Freeman report on typewriters in elementary-school classrooms has been located, in a university library.

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